

CITY OF MILPITAS  
SISTER CITIES ADVISORY COMMISSION (SCC)  
MILPITAS CITY HALL COMMITTEE CONFERENCE ROOM

MINUTES  
AUGUST 28, 2014

- I. Call to Order and Roll Call** Chair Grilli called the meeting to order at 6:00 p.m. Commissioners present: Arbaugh, Arefi, Chen, Grilli, Hardin, Serpa. Commissioners absent: Hardin, Mateo. Alternate Commissioners present: Chang, P. and Chang, T.
- Council Liaison Carmen Montano: Present  
MHS Student Liaison Mikayla Horyza: Present  
MUSD Liaison Gunawan Alisantosa: Absent  
Staff Liaison Leslie Stobbe: Present
- II. Alternates Seating of** No Alternate Commissioners were seated.
- III. Allegiance Pledge of** Conducted by Chair Grilli.
- IV. Minutes Approval of** MOTION to approve the minutes of June 26, 2014.  
M / S: Serpa / Arbaugh Ayes: All
- V. Agenda** MOTION to approve the agenda of August 28, 2014.  
M / S: Serpa / Arbaugh Ayes: All
- VI. Announcements:** Staff announced that reappointments for three commissioners have not appeared on the Council agenda. She will check on the process and report back at the September meeting.
- VII. Public Forum:** None.
- VIII. New Business:** None
- IX. Old Business**
- 1. 2014 Sister Cities International Conference – Wrap-up**  
Council Liaison Montano, Vice Chair Serpa and Staff Liaison Stobbe reported on the conference and seminars attended. A report from prior Student Liaison Su was also reviewed. Each thanked the commission for the opportunity to attend.
  - 2. Student E-Pal Project: Sister Cities & Milpitas High School Digital Business Academy**

Staff provided the following update: She is in contact with the sister cities; there are 13 students from Tsukuba, 28 students from Dagupan, and 32 students from Huizhou; Andrea Hutchinson, teacher of the Digital Business Academy is preparing her students with assignments and a letter for posting on a website accessible by the sister city students and their teachers; students will find each other on the website and then begin email communication. The process will be slightly altered for Huizhou students, who will first be contacted via email by Milpitas students. Communication between students will begin by September 19.

**3. Home Stays for Dagupan Students, October 4 – 12, 2014**

The SCC discussed the request to conduct the home stays and school attendance for Dagupan students. Staff reported that there are only two confirmed home stay families that will accept three boys. There remains the need of home stays for seven girls.

MOTION: To approve the letter of invitation for 10 Dagupan students and two chaperones as follows:

1. The Dagupan City Association of Northern California identifies and submits applications for home stays / housing for seven female students.
2. The DCANC will obtain a commitment that the hosts it provides will transport students to and from Milpitas High School for attendance and activities during the week.
3. The DCANC will show proof of liability insurance for transporting students.

M / S: Arbaugh / Arefi    Ayes: Grilli, Arbaugh, Arefi, Chen    Abstain: Serpa

**4. Tsukuba City, Japan**

Staff reviewed a strike-out, red-lined version of this Memorandum of Understanding (MOU) with the SCC. There were minor working changes between Tsukuba and Milpitas staff that didn't change the intent of the relationship. In addition, Mayor Ichihara's office approved the MOU with these changes.

MOTION: To recommend this MOU to the City Council.

M / S: Arbaugh / Arefi    Ayes: All

**5. Dagupan City, Philippines**

This topic was discussed under a previous item. Commissioner Arbaugh reminded staff to raise the Philippine flag during the stay. Staff asked commissioners to attend the October 7 City Council meeting for the signing ceremony and reception.

**6. Huizhou Municipality, China**

Chair Grilli and staff noted there is no new information.

**X. City Council Liaison Report:** Council member Montano provided a brief report.

**XI. School District Liaison Report – None**

**XII. Future Agenda Items – Reviewed with these changes:**

1. Sister City Relationships / Cultural Exchanges
  - i. Tsukuba, Japan
  - ii. Dagupan, Philippines
  - iii. Huizhou, China
2. Figline-Incisa, Italy
3. Sister Cities on City Welcome Signs
4. Sports Promotion Presentation
5. Nonprofit Association
6. Review of Future Student Visits
7. Reschedule November Meeting to November 20?
8. Cancel December 25 Meeting

**XIII. Adjournment**

No further business was discussed. Chair Grilli requested a motion to adjourn the meeting at 7:15 p.m. until the next regularly scheduled meeting of September 25, 2014.

MOTION to adjourn the meeting of August 28, 2014 to the next regularly scheduled meeting of September 25, 2014.

M / S: Arbaugh / Serpa

Ayes: All

Respectfully Submitted,

Leslie Stobbe  
Staff Liaison